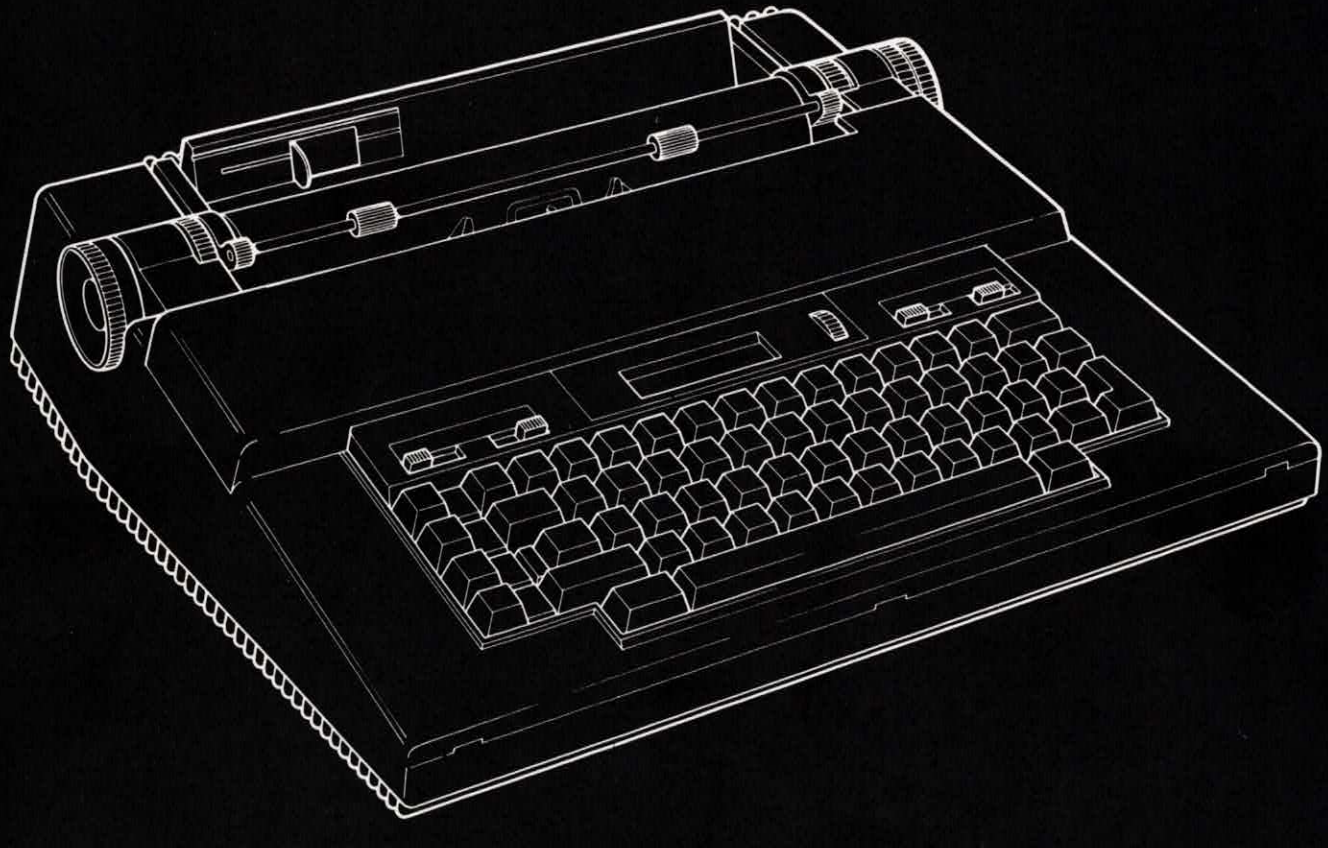
# Reference Manual

# ELECTRONIC TYPEWRITER

# Model 6510



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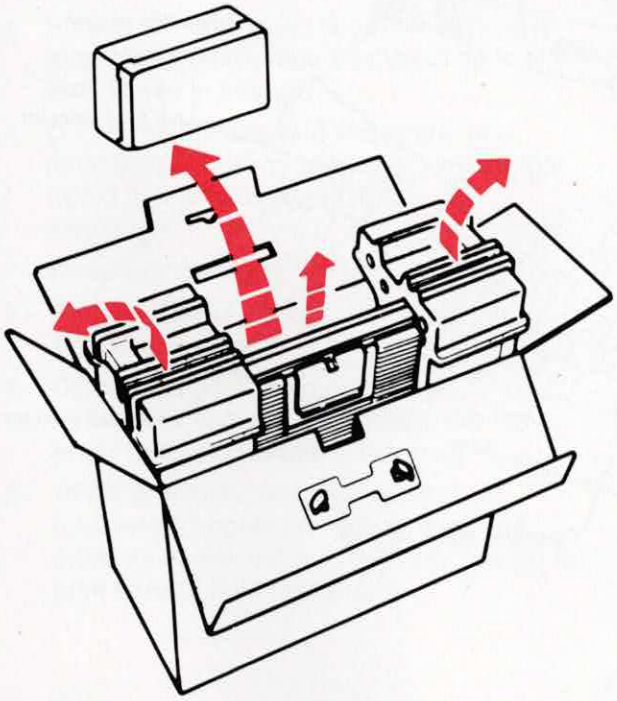
# About Your New Typewriter



Congratulations on the purchase of your new AT&T model 6510 electronic typewriter. It has been designed to exacting AT&T standards for convenient, reliable service.

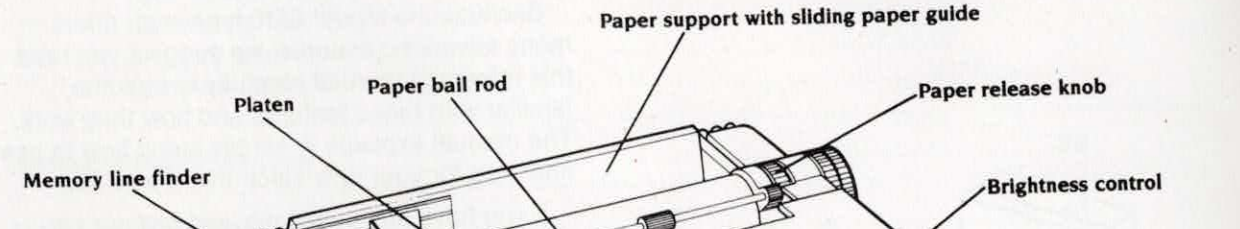
Because the Model 6510 typewriter offers many advanced features, we suggest you read this reference manual carefully to become familiar with these features and how they work. The manual explains in simple steps how to use and care for your new electronic typewriter.

If you have any questions, just call our National Service Center at 1-800-222-3111. The call is toll-free, and we'll be glad to help.

**Parts Checklist**

Make sure your package includes the following:

- Model 6510 typewriter
- Carrying cover
- AC line cord
- Print wheel (installed)
- Ribbon cartridge (installed)
- Correcting tape (installed)
- SureSpell™ Memory Cartridge



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# About Your New Typewriter Continued

**Features**

In addition to normal typewriter operation the Model 6510 typewriter offers many advanced features, described in more detail in the following pages.

- 80-character correction memory allows automatic error correction of a character, a word, or an entire line
- Manual error correction with lift-off tape
- SureSpell™ Cartridge checks for spelling errors; allows editing and printing of up to nine texts stored in memory
- LCD screen displays 13 characters at a time; scrolls forward or back to view current typing line or texts stored in memory cartridge
- Three typing modes:

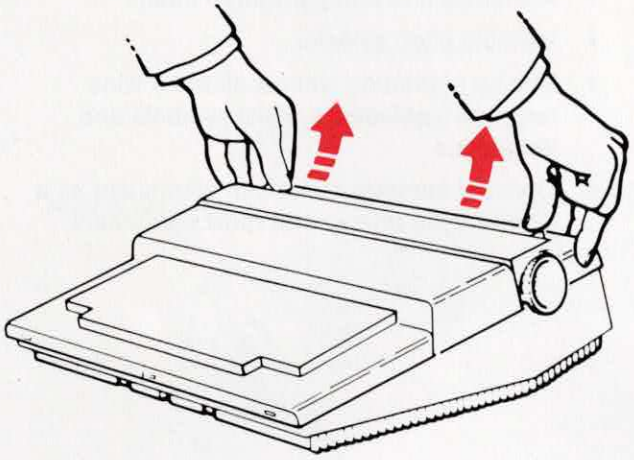
1 - **TPWR:** Normal typing (each character prints as it is typed)

2- **DP/A:** Typing into memory buffer (characters appear on screen; entire line prints when end of line is reached)

3- **DP/R:** Automatic text justification (characters appear on screen; each line prints as above, but automatically spaced to print straight right margins)

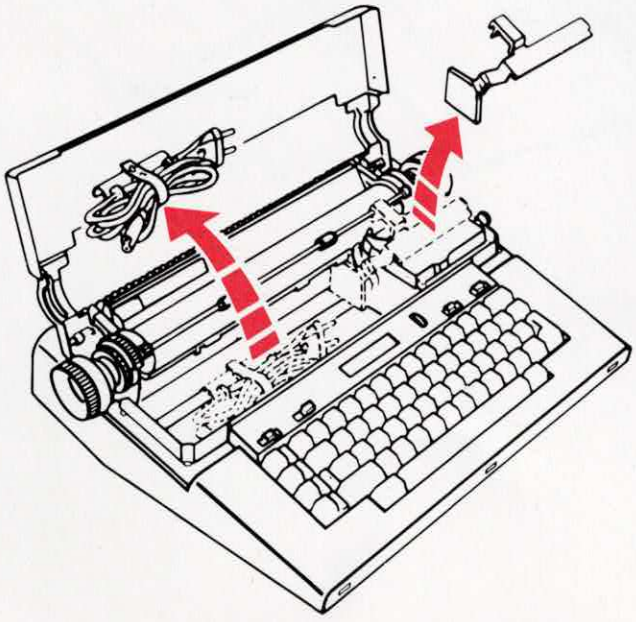
- Automatic carriage return in modes 2 and 3
- Automatic centering and flush-right printing
- Automatic line and paragraph indent
- Variable pitch selector
- Choice of printing wheels allows a wide range of typefaces, special symbols and languages
- Optional computer interface allows use as a letter-quality printer with most computers

# About Your New Typewriter Continued



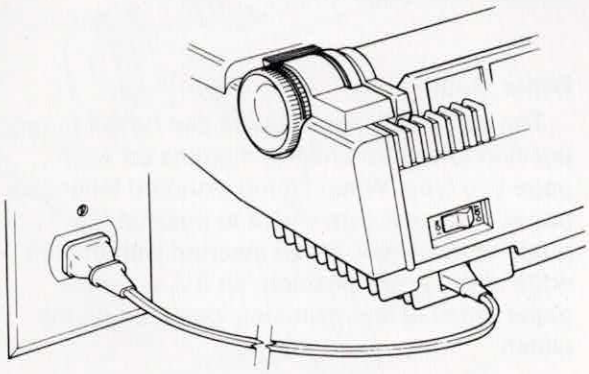
**Preparation**

Before using your typewriter for the first time, the following steps must be taken to assure proper operation.



- **Remove carrying cover and power-cord**

  Press on both sides of carrying cover and lift off. Remove power cord and white plastic bracket; the typewriter cannot be used while it is in place. (This bracket should always be inserted before transporting typewriter. Without it, the print unit could be damaged by shock or vibration.) Unlock the print unit following the instructions under the typewriter cover.



- **Connect power cord**

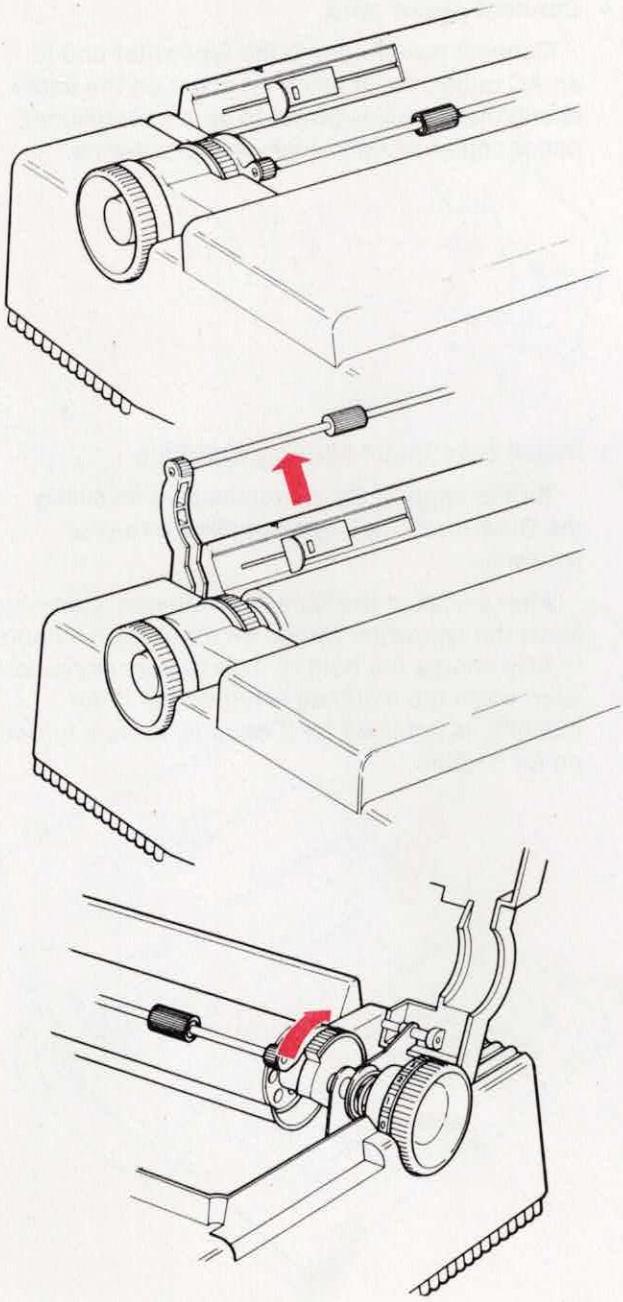
  Connect power cord to the typewriter and to an AC outlet. Avoid using an outlet on the same circuit that supplies power to an air conditioner, paper copier, or other high-capacity device.

- **Install SureSpell™** Memory Cartridge

  Turn to page 37 for instructions on installing the SureSpell™ cartridge supplied with your typewriter.

  After installing the SureSpell Memory Cartridge, leave the typewriter turned on for at least 5 hours to fully charge the battery. This battery stores text even when the machine is turned off. If the machine is not used for 2 months, leave it turned on for 5 hours.

# Platen and Paper Adjustment



The carriage can accept paper up to 12 inches wide. Maximum line length is 11 inches. The maximum number of characters per line depends on the setting you choose for the pitch selector (see page 11).

**Paper Guide**

The adjustable paper guide can be set to any position to assure uniform margins on each page you type. When typing standard letter-size paper, it is most convenient to position the guide to the arrow. When inserted with the left edge at the arrow position, an 8½ x 11-inch paper sheet is approximately centered on the platen.

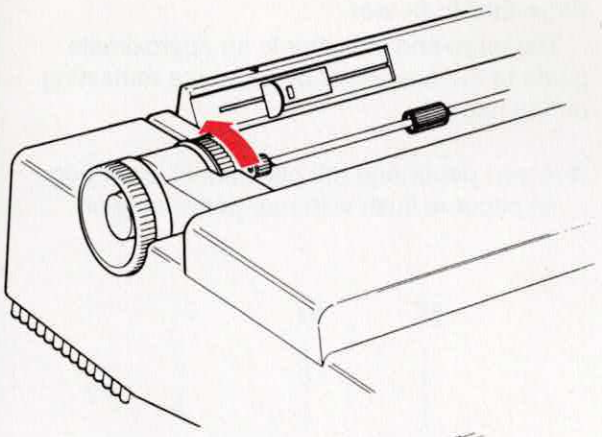
**Bail Rod**

To insert paper, lift the paper bail rod in the direction of the arrow. The friction rollers can be adjusted to any position on the rod.



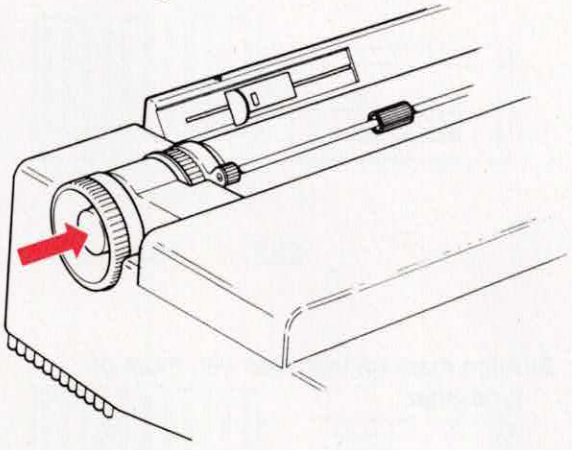
**Paper Release**

Pushing the paper release back frees the platen pressure to allow paper adjustment. Reset the paper release to its original position before typing.



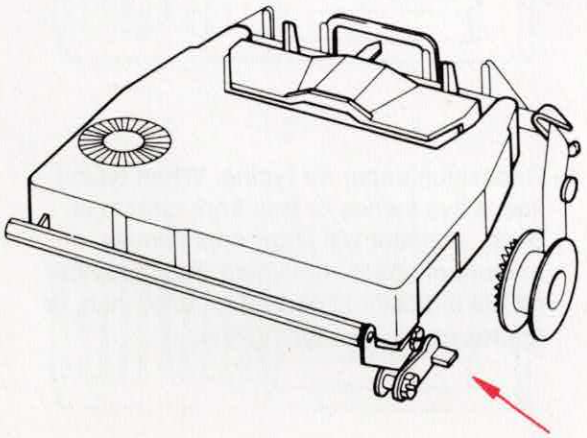
**Line Finder**

Pushing the line finder back releases the paper temporarily from its true line spacing. The platen knob can then be rolled to type characters above or below the writing line. The former line spacing is restored when the line finder is returned to its original position.



**Platen Variable**

To change the position of the typing line, press the platen variable button. The platen knob will then turn freely, allowing you to reset the writing line position. Line spacing will be changed to the new position.



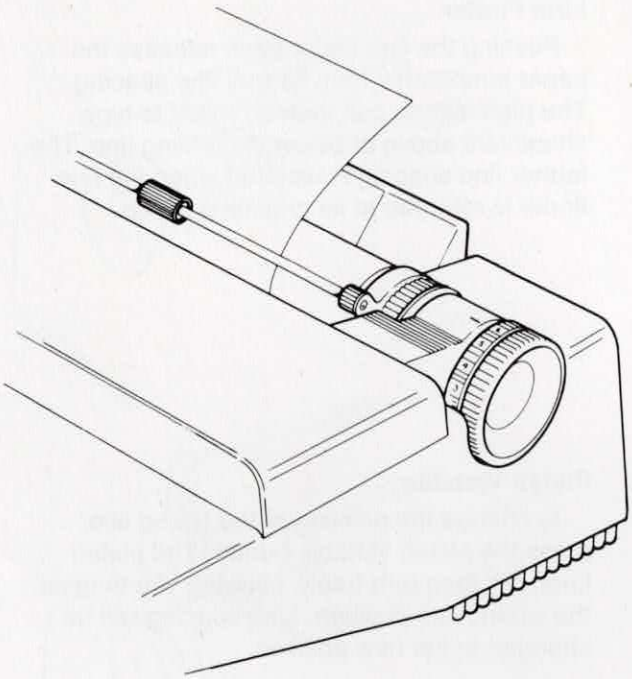
**Type Impact Control**

The type impact control determines the striking force of the print wheel.

**Up** = Minimum impact
**Down** = Maximum impact

This impact control is used when typing multiple copies or carbon copies.

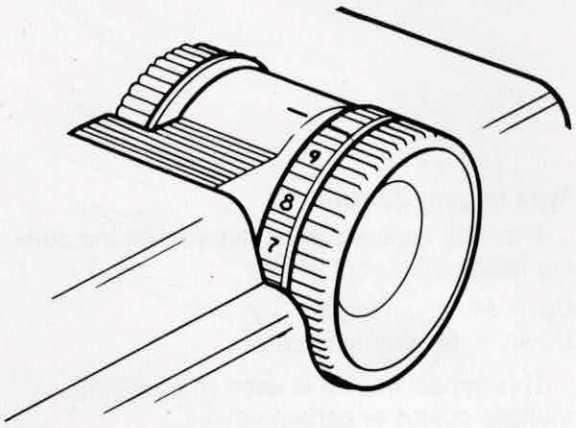
# Platen and Paper Adjustment Continued



**Page-End Indicator**

The page-end indicator is an approximate guide to the amount of blank space remaining on the page.

**1-** Insert paper and roll platen until lower edge of paper is flush with rear paper support.




**2-** Align mark on indicator with mark on typewriter.

**3-** Reposition paper for typing. When typing line is five inches or less from bottom of page, indicator will show approximate amount of space remaining. Each number on the indicator is equivalent to 1/3-inch, or approximately two typing lines.



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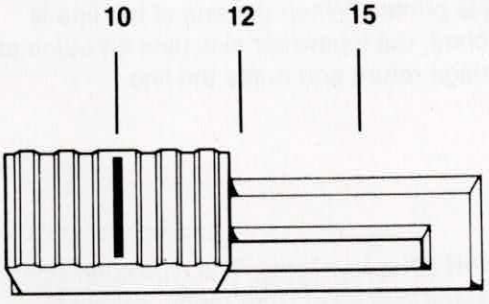
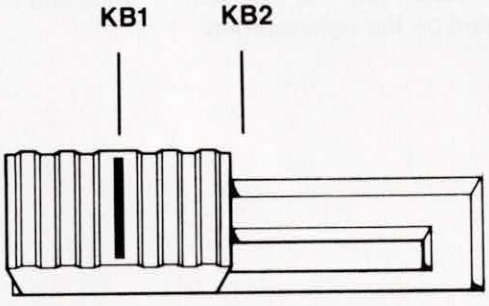
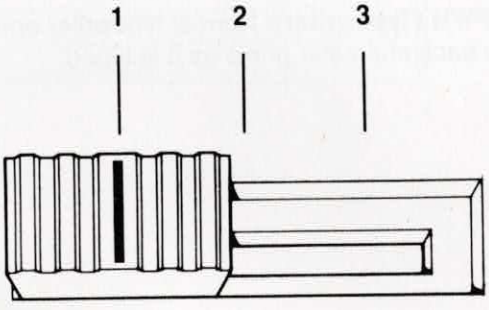
# Typewriter Operation




Typewriter operations are controlled by selector switches and function keys. You should set the selector switches before using the typewriter.

***NOTE:*** *Some keys must be pressed with the CODE key. The symbol* ***[CODE] + [any key]*** *means that the CODE key must be held down while the other key is pressed.*

### Pitch Selector

Set the pitch selector to match the pitch number on the print wheel you are using. Pitch can be changed only after a carriage return.

| Pitch setting | Characters per inch | Maximum characters per line |
|---|---|---|
| 10 | 10 | 110 |
| 12 | 12 | 132 |
| 15 | 15 | 165 |

### Keyboard Selector

This switch controls which character is typed when a dual-function key is pressed. Dual-function keys are those with more than two symbols printed on the top of the key.

**KB1 (Standard keyboard):** Standard English letters and symbols.
**KB2: (Multilingual keyboard):** Special symbols and characters of other alphabets.

***NOTE:*** *Symbols printed on the front face of some keys refer to Special Features and SureSpell™ cartridge functions.* *See page 23.*

### Line Feed Selector

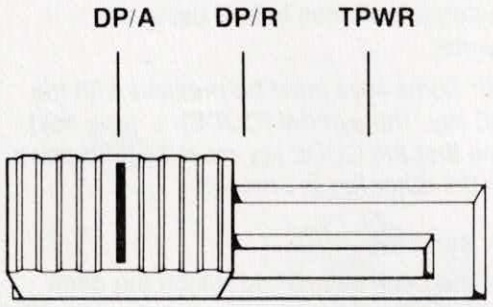
This switch controls how far the platen rolls at each carriage return.

**1-** Single line spacing

**2-** One-and-a-half line spacing

**3-** Double spacing

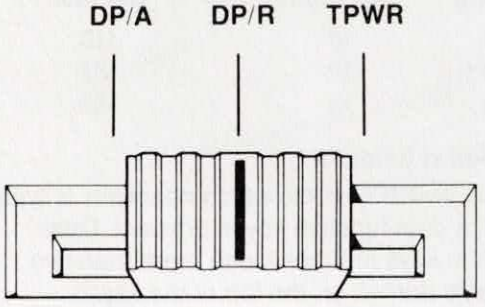
# Typewriter Operation Continued



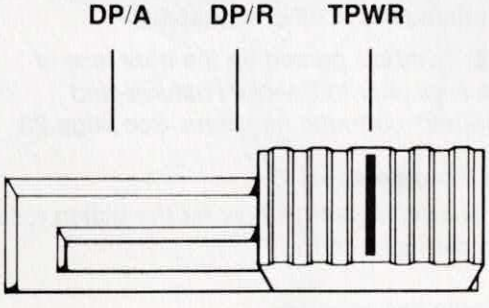

**Mode Selector**

The mode selector allows you to choose one of three operating modes. **The switch can be set only after a carriage return.**

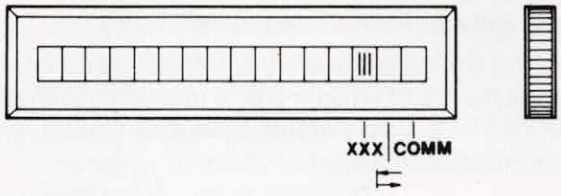
**DP/A (Display/Adjust):** Characters appear on display screen as typed. The display screen always shows the last 13 characters typed. Each line (up to 80 characters) is saved in memory, and errors can be corrected before the line is printed. When the end of the line is reached, the typewriter executes an automatic carriage return and prints the line.




**DP/R (Display/right):** The typewriter operates the same way as in DP/A mode, except that each line is automatically spaced for text justification (the last character of each line is printed on the right margin).



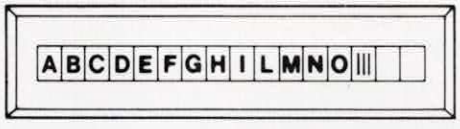

**TPWR (Typewriter):** Normal typewriter operation; each character prints as it is typed.




**Display Screen**

The display screen above the keyboard is used to indicate operating conditions and special functions. Brightness can be set by moving an adjustment wheel to the right of the screen.

When in **DP/A** or **DP/R** modes, the screen displays characters as they are typed. The screen is divided into two zones separated by the special character III.

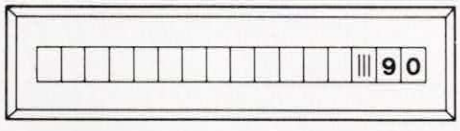



**• Data Zone**

When in **DP/A** and **DP/R** modes, each character appears in the data zone as it is typed. The screen can display a maximum of 13 characters.

The data zone can also display three symbols to indicate special functions:

= Decimal tabulation (see page 20)
= Automatic centering (see page 17)
= Flush-right printing (see page 17)




**• Service Zone**

The service zone usually displays a two-digit number indicating the number of characters that can be typed in the space remaining on the line.

Certain operating conditions are indicated by symbols displayed in the service zone:

= Left margin bypassed
= Right margin bypassed
= Line length exceed 99 characters
= Automatic underlining; Paragraph indent, or; Communication.

# Typewriter Operation Continued

### Automatic Carriage Return

With the typewriter in DP/A or DP/R mode, you can type continusouly without pressing **[RETURN]**. The typewriter automatically executes a carriage return when a space or a hypen is typed in the **bell zone.** The bell zone is an interval near the end of the typing line, between the bell and the right margin (see page 19 to adjust bell position).

**[RETURN]** need only be pressed at the end of a paragraph, or when the line ends before the bell zone.

There are two ways to override the automatic carriage return:

1 - **[CODE]** + **[—]:** Permits a hyphen in the bell zone.
2 -**[CODE]** + **[SPACE]:** Permits a space in the bell zone.

### Corrections

Up to 80 characters on the current typing line are stored in the correction memory. Errors in this line can be corrected automatically.

The correction memory is erased after a carriage return, or when a line is printed in DP/A or DP/R mode. Errors on previous lines can be corrected manually.

**Corrections in DP/A or DP/R Mode**

**To correct an error:**

1 -Press **[BACKSPACE]** to scroll display back until incorrect character appears at right edge of data zone. Press [ ⟶ ] if necessary to move display forward.

2 -Press **[<X]** to delete first incorrect character. To delete more characters (from right to left), press **[REPEAT].**

3 -Type in correct character(s) if necessary.

4 -Press [ ⟶ ] to return to typing position.

**To insert characters:**

1 -Move to point where characters are missing.

2 -Type in missing characters.

3 -Press [ ⟶ ] to return to typing position.

**Corrections in TPWR Mode**

1 -To correct last printed character, press **[<X].**

2 -To correct any other characters in current typing line, use **[BACKSPACE]** to move red pointer to incorrect character. Then press **[<X]**, type in correct character if necessary, and press [ ⟶ ] to return to typing position.

3 -To correct more than one character, press **[<X]** followed by **[REPEAT].** Characters will be deleted from right to left.

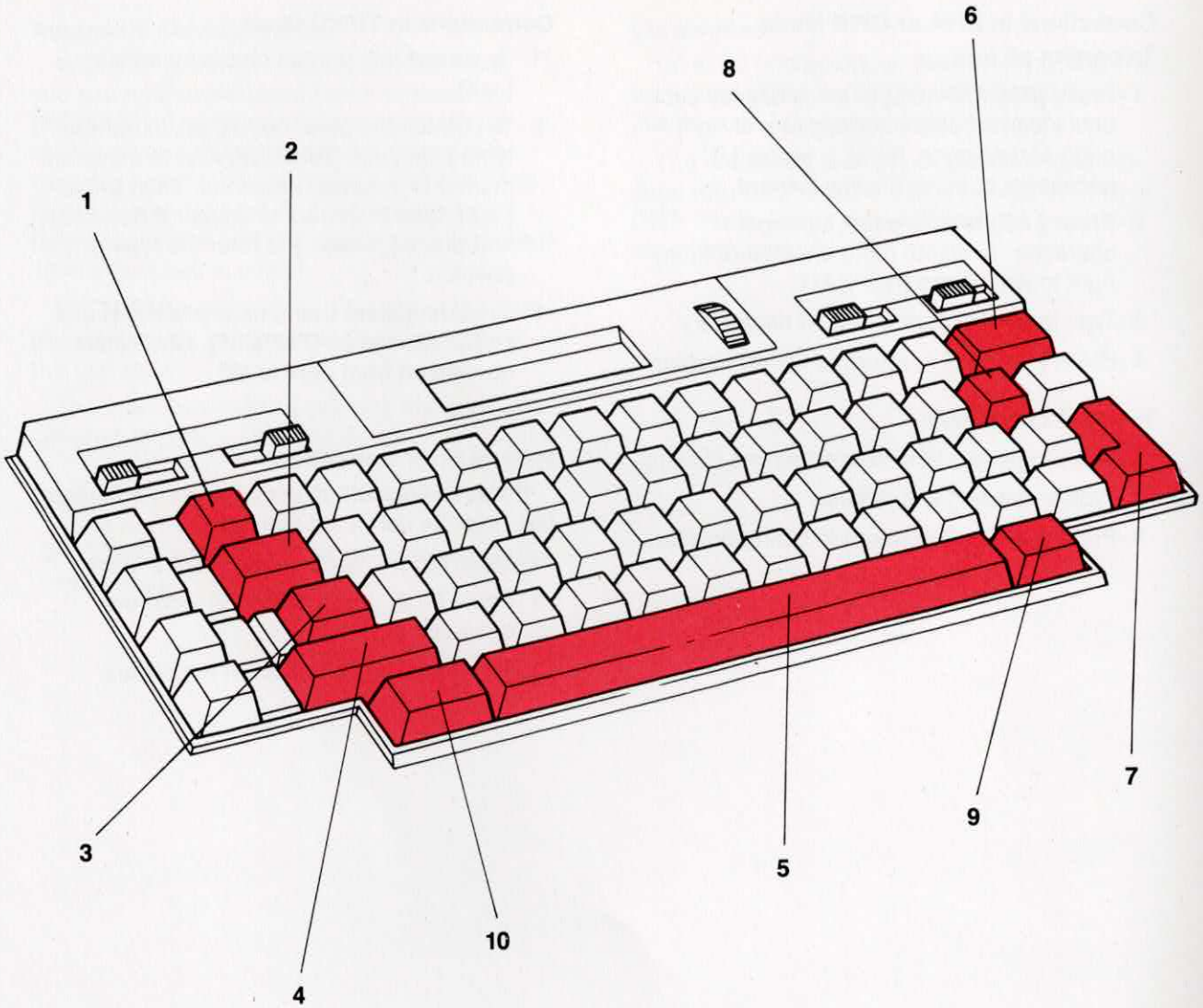
**Manual Error Correction**

Errors in lines other than the current typing line must be corrected manually.

1 -Move red pointer to incorrect character.

2 -Press **[<X]** , then press the incorrect character key.

3 -Type in correct character if necessary.



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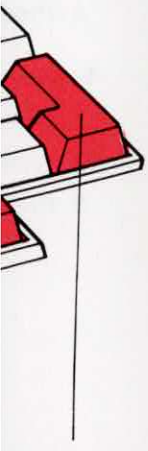
# Function Keys Continued




### Basic Functions

The following keys are used to perform basic typing operations. Keys marked with **(R)** are repeating keys; when pressed and held down, they continuously perform the function described.

1 - **[MARGIN BYPASS]:** Allows typing outside currently set margins.

2 - **[TAB]:** Advances print unit to next tab stop position.

3 - **[LOCK]:** Locks keyboard to type all upper-case characters; yellow indicator lights when locked.

4 - **[SHIFT]:** Hold to type an upper-case character.

5 - **[SPACE] (R):** Advances print unit or inserts space in line displayed on screen.

6 - **[BACK SPACE] (R):** Moves print unit backward or scrolls display screen backward.

7 - **[RETURN] (R):** Executes a line feed and returns print unit to left margin.

### Special Functions

8 - **[ ⟶ ] (R)** (Scroll Key)

Scrolls display forward in DP/A and DP/R modes without altering characters already entered on current typing line.

9 - **[REPEAT]**

Press after any character is typed to repeat the character. Hold down to repeat the character continuously. The repeat key also can be used to repeat (once or continuously) the action of the following function keys:

— **[RETURN]**
— **[BACK SPACE]**
— **[TAB]**
— **[<X]** (Correction Key)
— **[ ⟶ ]** (Scroll Display)
— **[SPACE BAR]**

10 - **[CODE]**

The CODE key is always used simultaneously with another key. The symbol **[CODE] + [any key]** means the CODE key must be held down while the other key is pressed.

### Automatic Centering and Flush-Right Printing

Words and phrases of up to 80 characters can be centered between left and right margins, or printed flush-right (last character at right margin).

1 - To center text, press **[CODE] + [C]** after a carriage return. A ⊣I⊢ symbol will be displayed on screen.

To print text flush right, press **[CODE] + [G]** after a carriage return. A **>I** symbol will be displayed on screen.

2 - Text will be displayed as typed.

3 - Press **[RETURN]** to print text.

4 - To cancel the command before text is printed, press **[<X].**

# Function Keys Continued

### Underlining

Press **[CODE]** + **[X]**; a ▼ symbol will appear on the display screen and all characters will be underlined automatically. To cancel underlining, press **[CODE]** + **[X]** again.

### Special Symbols

The CODE key is used with the following keys to print composite characters:

**[CODE]** + **[Y]** = ¥
**[CODE]** + **[U]** = ÷
**[CODE]** + **[I]** = ¢
**[CODE]** + **[O]** = Φ
**[CODE]** + **[P]** = ≠

### Accented Characters

Certain accent symbols on KB2 are typed without advancing the print unit. This allows a character to be typed under the accent without requiring a backspace.

Type the accent first. The accent will print or be displayed depending on operation mode. Then type the character; it will print or be displayed beneath the accent.

### Print Unit Lock

Press **[CODE]** + **[MARGIN LEFT]** to lock print unit and keyboard to permit a change of ribbon, print wheel, or correcting tape. To restore normal operation, press **[CODE]** + **[MARGIN LEFT]** again.



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**Right**

**Tab st**

**Bell:**

**Page**

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**2 -** M
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**[B**

**3 -** Al
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**4 -** M
m
**[S**
ar

# Line Formatting

Each time the typewriter is turned on, all line formats are reset to a standard status. The following pages explain how to reset these formats.

### Standard Format

| | |
|---|---|
| **Line length:** | Approximately six inches |
| **Left margin:** | 3¾ inches from left end of platen |
| **Right margin:** | 2¾ inches from right end of platen |
| **Tab stops:** | Five, at one-inch intervals |
| **Bell:** | Eight characters from right margin |

### Page Margins

Page margins cannot be set closer together than one inch. An error signal will sound if you attempt to do so, or if you press the wrong margin key.

1 - Press **[RETURN]**, then set operating mode switch to TPWR.

2 - Move print unit to desired position for left margin. To move outside current margin, press **[MARGIN BYPASS]**, then **[BACKSPACE]**.

3 - Align red pointer at position of desired left margin and press **[MARGIN LEFT]**.

4 - Move pointer to desired position for right margin (press **[MARGIN BYPASS]** & **[SPACE]** to move outside current margin) and press **[MARGIN RIGHT]**.

### Bell Position

The end-of-line warning bell can be set to sound at any position between one and nine characters from the right margin. An error signal will sound if you attempt to set the bell at an invalid position.

1 - Press **[RETURN]**, then set operating mode switch to TPWR.

2 - Move red pointer to desired position and press **[CODE]** + **[MARGIN RIGHT]**.

### Tab Stops

A maximum of 12 tab stops can be set anywhere inside (not on) the margins. When **[TAB]** is pressed, the print unit advances to the next tab stop. An error signal will sound if you attempt to set an invalid tab-stop position.

1 - Press **[RETURN]**, then set operation mode switch to TPWR.

2 - To set a tab stop, move red pointer to desired position and press **[TAB SET]**.

3 - To clear a tab stop, move red pointer to tab position and press **[TAB CLEAR]**.

### Vertical Line Tab Stops

This feature is used to create column rules. When **[TAB]** is used to reach a vertical line tab stop, a vertical line prints automatically.

- **To set a vertical line tab stop**

1 - Press **[RETURN]**, then set operating mode switch to TPWR.

2 - Move red pointer to desired position and press **[CODE]** + **[TAB SET]**.

# Line Formatting Continued

**• To clear a vertical line tab stop**

1 - Press **[CODE]** + **[TAB];** print unit will move to tab position, but no vertical line will print.

2 - **[<X]** then **[TAB CLEAR]** clears tab stop.

3 - **[<X]** then **[TAB SET]** cancels vertical line printing, but retains normal tab stop.

**Line Indent**

To indent the first line of a new paragraph, press **[MARGIN BYPASS]** then **[RETURN].** The print unit will advance to a new line and automatically indent one inch.

**Paragraph Indent**

A temporary left margin can be created to indent several lines automatically.

1 - Move red pointer to desired position.

2 - Press **[|⇆]**; a ▼ symbol will appear on the display screen, and each subsequent line will begin at the temporary margin.

3 - To cancel, press **[CODE]** + **[|⇆]** at the end of the last indented line.

**Decimal Tabulation**

This feature is used to type columns of numbers with decimal-point positions aligned automatically.

1 - Set tab stop at position of decimal point.

2 - Press **[CODE]** + **[TAB];** a ⅂ symbol will appear on display screen, and print unit will move to tab stop.

3 - Each digit typed will appear on display screen.

4 - Press **[RETURN]** to print number. Press **[CODE]** + **[TAB]** to enter a number at next tab stop.

**Cancel Entire Line Format**

This procedure cancels all margins and tab stops. The print unit moves to the extreme left end of the platen and the symbol ⊢⊣ appears on the display screen.

1 - Press **[RETURN],** then set operating mode swtich to TPWR.

2 - Press **[CODE]** + [TAB CLEAR].



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# SureSpell™ Cartridge Operation

The SureSpell Cartridge has a built-in 50,000 word dictionary to help you identify and correct spelling errors before they reach the page. You can expand the dictionary another 300 words to include words you frequently use, such as technical terms or the names of persons and companies. To help you correct a misspelled word, the typewriter will display similar words for comparison.

In addition, the cartridge converts your typewriter for use as a versatile text-processor and printer. Text can be stored in the cartridge as one large text, or divided into as many as nine separate texts. Stored text can be recalled at any time and viewed on the display screen, modified, or printed as often as you like.

Instead of using the spelling dictionary to check each word as you type it, you can choose to type an entire text into memory, then check it for spelling errors when you're finished. The cartridge will review your text automatically and alert you when each misspelled word is found.

Beside simple text entry and storage, the cartridge offers many convenient word-processing features. Special "stop codes" can be used to insert words or phrases into text. This feature is useful, for example, to personalize form letters. While composing the letter you can insert a stop code wherever you want the recipient's name to appear; when you print the letter, the typewriter will pause at each stop code and allow you to type in the name.

To facilitate editing, special commands can be used to move quickly through even large texts. You can scroll forward or back to review text on the display screen, and move immediately to the beginning or end of a text using a simple command. Another feature allows you to find a specific point in a text; you can type in a word or phrase, then use a "search" command to move instantly to the place where the word first occurs in your text. If the word occurs more than once, you can repeat the command to find each occurrence.

Text stored in memory can be printed as often as you like, in any format you choose. For instance, you can print a letter with wide margins; then, with a simple command, print the same letter again with narrower margins, or with the text automatically spaced to create a straight right margin. You can even interrupt printing to change the line format, then resume printing with a new margin width.

### Activating the Memory Cartridge

To use the SureSpell or any text editing features, you must first press **[CODE]** + **[MARGIN BYPASS]** to activate the cartridge. The cartridge can be activated whenever the typewriter is turned or when the print unit is at the left margin.

**Main Menu:** **S-R-M-N**

When the cartridge is activated the screen displays a list of letters. This is a menu allowing you to choose how the typewriter operates.

**S** = Normal typewriter operation with spell checking; checks spelling of each word as you type (page 23)

**R** = Text editing with spell checking; checks spelling while entering text into memory, or automatically checks a text already entered into memory (page 29)

# SureSpell Cartridge Operation Continued

**M** = Normal text editing; used to enter, modify, or print text in memory without spell checking (page 25)

**N** = Normal typewriter operation without spell checking



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# Spell Checking

This section explains how to use the cartridge to check spelling during normal typewriter operation. To check spelling while entering or editing text in memory, see pages 25 and 26.

### To Activate the Spell Checker

1 - Turn on the typewriter, or press **[RETURN]** to move the print unit to the left margin.

2 - Press **[CODE]** + **[MARGIN BYPASS]** to activate the memory cartridge.

3 - When the main menu appears, press **[S]** to activate the spell checker.

### How the Spell Checker Works

When the spell checker is used for normal typing, the text you type appears on the display screen and is printed at the end of each line. As you type, each word is compared to words stored in the cartridge dictionary. The typewriter beeps twice if you type a word that does not appear in the dictionary; this may mean that the word is misspelled, or that it is not included in the dictionary.

When the typewriter beeps to indicate that a word is not recognized, you may take one of four actions:

- Press **[SPACE]** to leave the word unchanged and continue typing.
- Press **[<X]** to correct the spelling fo the word. (Use normal correction procedure; or, to automatically check the corrected spelling, retype the entire word.)
- Press **[CODE]** + **[A]** to enter the word into the user dictionary.

### To Display Similar Words for Comparison

When the typewriter beeps twice to indicate a misspelled word, press **[CODE]** + **[MARGIN RIGHT]** to display a list of words with a similar spelling. The word WAIT will appear while the dictionary is searched, then the first word in the list will appear. You then have the following options:

- **Press [SPACE]** to insert the displayed word in place of the word you originally typed.
- **Press [MARGIN RIGHT]** as often as necessary to display each word in the list.
- **Press [CODE]** + **[MARGIN RIGHT]** to stop the procedure and continue typing.

If a word is too long to fit on the screen, press **[BACKSPACE]** or **[ ⟶ ]** to view the entire word. At the end of the list, the word END is displayed; press **[MARGIN RIGHT]** to display the list again.

### To Add a Word to the User Dictionary

When the typewriter beeps twice to indicate a word not found in the main dictionary, you can add it to the user dictionary by pressing **[CODE]** + **[A].**

The main dictionary is permanent and cannot be changed. The user dictionary can be personalized to accept words that do not appear in the main dictionary, such as technical terms and the names of persons or companies. Once a word is added to the user dictionary, it will be checked for correct spelling each time you type it while using the spell checker.

# Spell Checking Continued

The user dictionary can accept up to 300 words. The cartridge monitors how often you use each word in the user dictionary. When the dictionary is full, the word you have used least often is deleted automatically when the next word is added.

### To Delete Words From the User Dictionary

To delete a word from the user dictionary, type in the word and press **[CODE]** + **[D]**. If the typewriter beeps, the word cannot be deleted because it is in the main dictionary, or because it is not in the user dictionary.

To delete all words in the user dictionary, press **[CODE]** + **[<X]**, then press **[Y]** to confirm the command when the prompt Y? appears. Press **[N]** to cancel the command.



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# Text Editing

In addition to spell checking, the cartridge offers many other convenient text-editing features. To help you learn how these features operate, try the following procedures. In a few quick steps you can learn how to turn on the cartridge, enter text into memory, read it over and modify it, then print it and turn off the cartridge. All the features mentioned here are explained in more detail later in the manual.

**To Enter Text**

1 - Turn on typewriter and insert paper.

2 - Press **[CODE]** + **[MARGIN BYPASS]** to turn on cartridge.

3 - Press **[M]** to select TEXT EDITING operation.

4 - Press **[1]** to enter memory area 1.

5 - Type a few lines of text. You might type the instructions on this page, for example. If you make a mistake, press **[<X]** to erase letters. At the end of each line it will be printed on paper.

6 - Press **[CODE]** + **[RETURN]** when you're finished. This stores the text in memory area 1 and exits the text storage mode.

(See ***NOTE*** on page 28)

**To View and Modify Text**

1 - Press **[1]** to re-enter memory area 1. You'll see the last few leters of the text you just entered.

2 - Press **[TAB SET]** to choose MODIFY/PRINT mode. The small pointer at the top of your screen will move to MODIFY/PRINT.

3 - Press **[ ⟶ ]**. You'll see the text you entered scroll past on the screen. Press **[BACKSPACE]** to go backward.

4 - Make a few changes, using the **[<X]**key to erase letters. Remember to use the **[ ⟶ ]** key, not the [SPACE] bar, to scroll forward; when you press the [SPACE] bar, blank spaces are inserted into the text.

5 - When you're finished, press **[CODE]** + **[RETURN]**. This stores the modified text and exits memory area 1.

**To Print Text**

1 - Insert a blank sheet of paper into the typewriter.

2 - Press **[1]** to re-enter memory area 1.

3 - Press **[TAB SET]** to choose MODIFY/PRINT mode.

4 - Press **[TAB CLEAR]** to begin printing. You can let the entire text print out, or press **[TAB CLEAR]** again to interrupt printing at the end of a line.

5 - When the text has been printed, press **[CODE]** + **[RETURN]** to exit printing mode.

**To Modify the Line Format**

1 - Press **[CODE]** + **[F]**

2 - Set margins and tabs as in normal typewriter operation

3 - Press **[CODE]** + **[F]**

**Operating Procedure**

To summarize the procedures just completed, the following is a list of basic commands needed to operate the cartridge for text editing.

| | |
|---|---|
| 1 - Turn on cartridge | **[CODE]** + **[MARGIN BYPASS]** |
| 2 - Choose operation:<br>R = Text editing with spell checking<br>M = Normal text editing operation | **[R]** or **[M]** |
| 3 - Choose memory area | **[1]** through **[9]** |

# Text Editing Continued

**Operating Procedure Continued**

| | |
|---|---|
| **4** - Choose mode:<br>ENTER: To enter new text into memory area<br>MODIFY/PRINT: To change or print existing text | **[TAB SET]** |
| **5** - Exit memory area | **[CODE] + [RETURN]** |
| **6** - Return to main menu: | **[CODE] + [MARGIN BYPASS]** |

**Storage Memory**

Text up to 4000 characters long can be stored in the cartridge memory. In ENTER mode, the message OVF MEM appears when the memory is almost full. Press **[<X]** to clear the message. If you switch to MODIFY/PRINT mode, approximately 100 more characters can be added (see page 29). When the message OVF MEM appears in MODIFY/PRINT mode, the memory is completely full.

A battery built into the cartridge provides power to retain stored text in memory while the typewriter is switched off. The battery is automatically recharged each time the typewriter is used. If the typewriter is not used for two months or longer, you should leave it turned on for 5 hours to recharge the battery. Memory will be lost if battery is discharged.

**Memory Check**

While the cartridge is in use, you can check the amount of memory available by pressing **[CODE] + [L]** any time the word TEXT is displayed on screen. The screen will display the amount of space remaining in memory (in thousands of characters) followed by the memory areas currently occupied.

**Example:**

| 2.3 | 1--4--6--9 |
|---|---|

The sample display screen above shows that the memory has room for 2,300 more characters,and that memory areas 1, 4, 6 and 9 are in use. Empty memory areas are indicated by a dash. To clear the display, press **[CODE] + [L]** again.

**Operating Modes**

The cartridge has two text editing modes:

***ENTER:*** Compose, store, or delete text in memory.

***MODIFY/PRINT:*** Read, alter or print stored text.

When the cartridge is activated, the word TEXT appears on screen. When you press a number to choose one of the nine memory areas, the ***ENTER*** mode is automatically chosen. You can enter text in this mode, or press **[TAB SET]** to select the ***MODIFY/PRINT*** mode.

Whenever you are working in one of the memory areas, the **[TAB SET]** key can be used to switch back and forth from one operating mode to another. The mode currently in use is always indicated by a small pointer beneath the words ENTER or MOD/PRINT on the display screen mask.

**Hard and Soft Hyphens**

Two types of hypens can be used when entering text, either in ENTER or MOD/PRINT mode.

Press **[CODE] + [-]** to enter a "hard hyphen." A hard (or normal) hyphen is permanently added to text like any other character, and will always appear when the text is printed.

Press **[–]** to enter a "soft hyphen." A soft hyphen is conditional; it will be printed only when necessary to break a word too long to fit on the current typing line. When you enter a text with narrow margins, for example, it might be necessary to hyphenate a word at the end of a line. If you later reformat the text for wider margins, the word probably will not occur at the end of the typing line and the soft hyphen will be ignored when printing.

### Margin Selector Switch

The typewriter's margin selector switch can be set to determine how text is printed. The switch can be set before printing a text, or within a text at the beginning of a new typing line.

**DP/A** = Normal margins. Text is displayed on screen and printed at the end of each line, spaced normally to create a ragged right margin as in normal typewriter operation.

**DP/R** = Justified margins. Text is displayed on screen and printed at the end of each line, automatically spaced to create a straight right margin.

**TPWR** = Same as DP/A.

### Text Editing Function Keys

Symbols and labels on the front face of several typewriter keys identify text-editing function keys. Each is described more fully in the following pages.

| TYPEWRITER KEY | SYMBOL | FUNCTION |
|---|---|---|
| **[MARGIN LEFT]** | KEY | Enter a keyword for search |
| **[MARGIN RIGHT]** | SRCH | Begin search |
| **[TAB SET]** | ENT/MD-P | Used to select ENTER or MODIFY/PRINT operating mode |
| **[TAB CLEAR]** | ST/STOP | Starts or stops printing |
| **[MARGIN BYPASS]** | SPELL TEXT M. | Used to activate cartridge or return to main menu |
| **[<X]** | DELETE | Deletes text or cancels commands |
| **[RETURN]** | EOT | Stores text and exits its memory area |
| **[S]** | STOP CODE | Inserts stop code into text |
| **[L]** | LIST | Displays memory areas occupied and amount of memory available |
| **[T]** | ↑ | Fast access to beginning of text |
| **[B]** | ↓ | Fast access to end of text |
| **[F]** | LINE FORM | Used to change line format |

# Entering and Deleting Text

The ENTER mode is used to compose and store text in memory. In this mode, all standard features of the typewriter can be used except automatic correction of characters already printed on paper.

As you type, text appears on the display screen and is printed on paper at the end of each line. The standard line format, or the one you last set, will be used when you begin entering text. To change it, see page 30.

### To Enter Text

1 - Turn on typewriter and press **[CODE]** + **[MARGIN BYPASS]** activate the memory cartridge.

2 - Press **[M]** for normal text entry, or **[R]** to check spelling as you enter text. The spell checking procedure works as described on page 23 for normal typewriter operation.

3 - Press a digit from 1 to 9 to select a memory area. If there is no text in memory, an LF symbol is displayed at the text entry point. If there is text in memory, the end of the text is displayed and anything you type will be added to the existing text.

4 - Type in the text. To correct an error in text not yet typed on paper, use the **[BACKSPACE]** key to reach the incorrect character. Press **[<X]**, correct it, then press **[ → ]** to return to the writing point.

5 - When all text has been entered, press **[CODE]** + **[RETURN]** to store it in memory.

***NOTE:*** *In the ENTER mode, only text typed on paper will be stored in memory. If the text ends in the middle of a line, make sure you press* ***[RETURN]*** *to print the last line before you press* ***[CODE]*** *+* ***[RETURN]*** *to store the text.*

### To Delete Text

Use this command to erase all text from a memory area.

1 - Press a digit from 1 to 9 to enter a memory area.

2 - Press **[CODE]** + **[<X]**. To avoid mistakes, the prompt Y? is displayed.

3 - To confirm the command and delete the text from memory, press **[Y]**. To cancel the command and leave the text in memory, press any other key.

### Paragraph Indent

To indent an entire paragraph, you can create a temporary margin inside the existing left margin.

1 - At the beginning of a new line, press **[SPACE]** + **[TAB]** to move the print unit to the point where you want the temporary left margin.

2 - Press **[ |⇄ ]**. The |≦ symbol is displayed, and the print unit will return to the temporary left margin at the end of each line you type.

3 - Press **[CODE]** + **[ |⇄ ]** at the end of the last line you want to indent. The temporary margin will be deleted and the original left margin restored.

4 - To restore an indented paragraph to the original margins, see page 30.



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# Modify Stored Text

The MODIFY/PRINT mode can be used to view, change, or reformat text stored in memory. The text is displayed on screen, and you can move forward or back until you find an area you want to change. Any changes or additions become part of the stored text. As you type, characters appear on screen only; unlike ENTER Mode, the text you type is not printed on paper.

### To View and Modify Stored Text

1 - Turn on typewriter and press **[CODE]** + **[MARGIN BYPASS]** activate the memory cartridge.

2 - Press **[M]** to select normal text editing.

3 - Press a digit from 1 to 9 to enter a memory area.

4 - Press **[TAB SET]** to select MODIFY/PRINT mode. The symbol LF is displayed at the beginning of the text.

5 - To view the text, press **[ ⟶ ]** or **[BACKSPACE]** to move forward or back within the text. To go quickly to the end of the text, press **[CODE]** + **[B].** To return to the beginning, press **[CODE]** + **[T].**

6 - To make modifications, press **[<X]** to delete characters.

7 - When modifications are complete, press **[CODE]** + **[RETURN]** to exit MODIFY/PRINT mode and store the revised text in memory.

### To Check Spelling in a Stored Text

1 - Press **[CODE]** + **[MARGIN BYPASS]** to return to main menu.

2 - Press **[R]** to select spell checking of a stored text.

3 - Press a digit from 1 to 9 to enter a memory area.

4 - Press **[TAB SET]** to select MODIFY/PRINT mode.

5 - Press **[CODE]** + **[TAB CLEAR]** to check spelling throughout the entire text. To check only a portion of text, press **[ ⟶ ]** (or "search" as explained on page 30) to reach any point in the text, then press **[CODE]** + **[TAB CLEAR]**; the text will be checked from that point to the end. The word WAIT will appear as text is checked.

6 - If a mispelled word is found, the typewriter beeps twice and displays the word.

- Press **[SPACE]** to leave word unchanged
- Press **[<X]** to correct spelling
- Press **[CODE]** + **[MARGIN RIGHT]** to list similar words
- Press **[CODE]** + **[A]** to add word to user dictionary

7 -Press **[CODE]** + **[TAB CLEAR]** to continue checking the text for mispelled words. The word END will be displayed when the end of the text is reached.

8 -Press **[<X]** to clear the message, then press **[CODE]** + **[RETURN]** to exit MODIFY/PRINT mode and store the corrected text in memory.

### To Find a Word or Phrase

The SEARCH procedure can be used to find a word or phrase anywhere it occurs in a text.

1 -Select memory area and enter MODIFY/PRINT mode.

# Modify Stored Text Continued

2 -Press **[MARGIN LEFT]**; the prompt 13 is displayed to show that you can enter a "search key" word or phrase up to 13 characters long.

3 -Type in the word or phrase that you want to find. Make sure it is typed ***exactly*** as it occurs in the text, including upper and lower case letters, spaces or hyphens.

4 -Press **[MARGIN RIGHT].** The screen displays the first occurrence of the phrase in text. If the phrase occurs more than once, press **[MARGIN RIGHT]** again to find the next occurrence.

5 -If no matching phrase is found, or if you search beyond the point where the phrase last occurs in text, a question mark (?) will be displayed. Press **[<X]** to cancel the search command; then go to the beginning of text, check for errors in the search-key phrase, and search again.

6 -To change the search-key phrase, press **[MARGIN LEFT],** then press **[CODE]** + **[<X]** to delete the current phrase and enter a new one.

### To Reformat Stored Text

This procedure can be used to change the line format of an entire text, or a portion of text, in either ENTER or MODIFY/PRINT mode.

1 -Select and enter memory area.

2 -Move to beginning to reformat entire text. To reformat a portion of text, move to a position at the beginning of a line or after a carriage return. The typewriter will beep if you try to reformat text at an invalid position.

3 -Press **[CODE]** + **[F].**

4 -Set new margin and tab positions.

5 -Press **[CODE]** + **[F]** again. The new line format replaces the previous one.

### To Reformat an Indented Paragraph

To reformat an indented paragraph, the temporary left margin must be deleted from text.

1 -Enter MODIFY/PRINT mode to display text.

2 -Move the |≤ symbol to the text entry point.

3 -Press **[<X]**. The indent symbol is deleted and the paragraph reformatted to restore thc original left margin. Remember also to delete any spaces of tap stops that preceded the |≤ symbol.



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# Printing Stored Text

Text stored in memory can be printed as often as you like, in any format you choose. The typewriter prints bidirectionally at a speed of 10 character per second.

**To Print Text**

1 - Select memory area and enter MODIFY/PRINT mode. The symbol LF is displayed at the beginning of the text in memory.

2 - Press **[TAB CLEAR].** The text is printed to the format you have selected. If the typewriter margin switch is set to DP/R the text will be automatically spaced for a straight right margin.

3 - To interrupt printing, press **[TAB CLEAR]**; printing will stop at the end of the current line. Press **[TAB CLEAR]** again to resume printing.

4 - When the text has been printed press **[CODE]** + **[RETURN]** to exit the printing mode.

**To Print a Portion of Text**

1 - Enter MODIFY/PRINT mode and move through the text until the text entry point is just before the portion of text you want to print.

2 - Press **[TAB CLEAR]** to begin printing at that point.

3 - Press **[TAB CLEAR]** again to stop printing.

**To Skip a Portion of Text While Printing.**

1 - Press **[TAB CLEAR]** to interrupt printing.

2 - Press **[ → ]** to move forward until the last character of text to be skipped is at the text entry point.

3 - Press **[TAB CLEAR]** to resume printing.

**To Modify Text While Printing.**

1 - Press **[TAB CLEAR]** to interrupt printing.

2 - Move to the text you want to modify (see page 29) and make any text or format changes.

3 - Position the last character printed at the text entry point and press **[TAB CLEAR]** to resume printing at the point where printing was interrupted.

**Using Stop Codes to Insert a Phrase or Change Print Wheel.**

Any number of stop codes can be entered into text while composing, or later inserted into a stored text. When printing a text, the typewriter will pause each time a stop code is encountered. You can then change the print wheel, or type in a word or phrase; in a letter, for example, you might insert the recipient's name. When you resume printing the phrase (or name) you inserted will be printed as part of the text, but will not be stored in memory.

1 - While creating or modifying text, press **[CODE]** + **[S]** to insert a stop code at each place you want printing to pause. The symbol ⊥ will appear at each stop-code position. If you are composing text in the ENTER mode, the symbol ⊥ will be printed on paper.

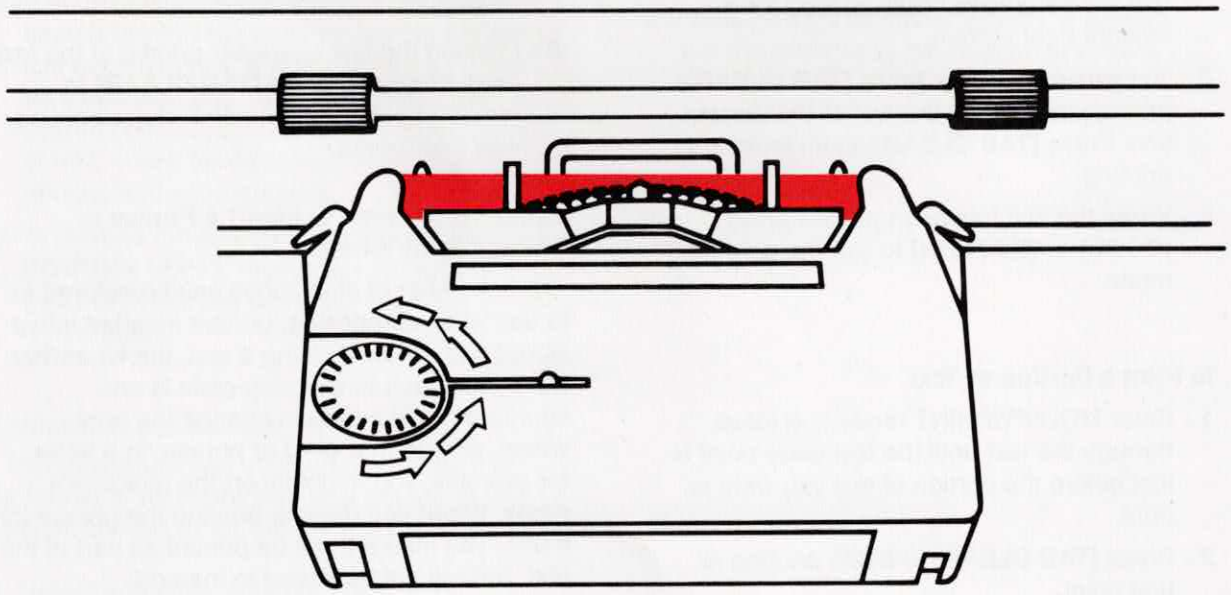
# Printing Stored Text Continued

### Using Stop Codes Continued

2 - When the text is printed the typewriter stops at each stop-code position. Change print wheel or type in the text you want to insert. The text will appear on the screen.

3 - Press **[TAB CLEAR]** to print any inserted text and resume printing.

4 - To delete an unwanted stop code, enter the MODIFY/PRINT mode, position the ⊥ symbol at the text entry point and press **[<X]**.



**RIBBON CARTRIDGE REPLACEMENT**

# Maintenance and Parts Installation

To maintain operating efficiency, keep the interior free of foreign objects and periodically clean the typewriter interior to remove paper dust and residue.

For cleaning, use a soft, slightly damp cloth. To remove stains on the exterior case of the typewriter, use a mild soap. Never use detergents, excess water, treated cloths, harsh cleaning agents or sprays.

If treated well, your typewriter should need no maintenance other than periodic replacement of the ribbon cartridge and correcting tape. You may also want to change the print wheel for special uses.

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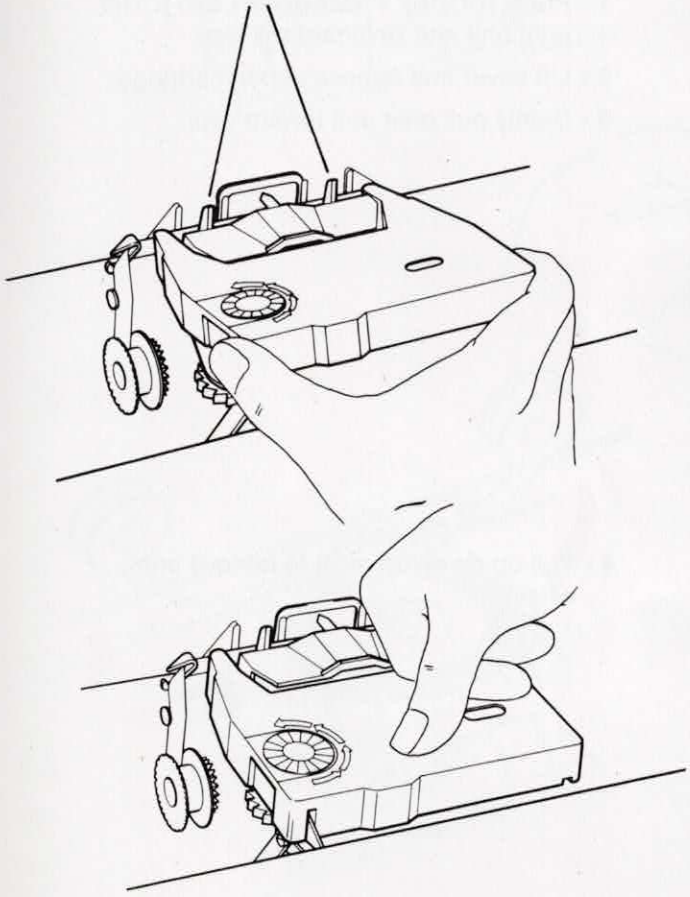


### Ribbon Cartridge Replacement

Two types of ribbons are available. Each is marked by a color-coded takeup spool.

- Fabric ribbon (green)
- Correctable carbon ribbon (yellow)

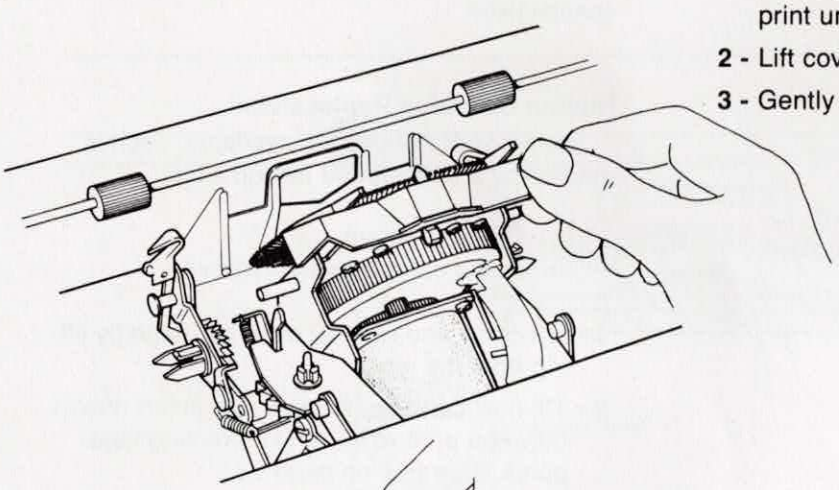
**1** - Lift cover and remove used cartridge by lifting from the rear.

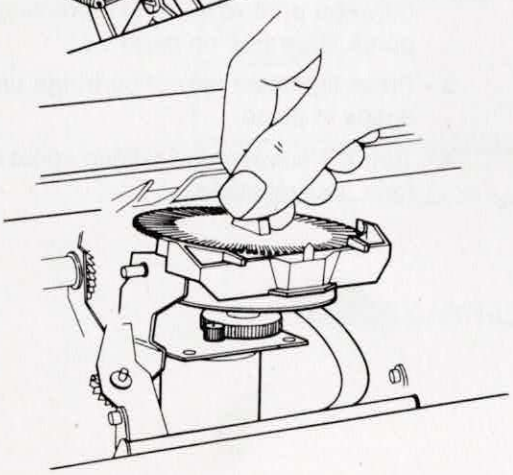
**2** - Tilt new cartridge forward and insert ribbon between print wheel and correcting tape guide. (See Fig. on page 32.)

**3** - Press lightly on rear of cartridge until it snaps in place.

**4** - Turn the color-coded takeup spool until you hear several clicks.

# Maintenance and Parts Installation Continued





**Print Wheel Replacement**

Several interchangeable print wheels are available to print a variety of type sizes, type styles and special characters. Each is identified by the pitch, the type style and a three-digit keyboard code.

***NOTE:*** *When handling print wheels, be very careful not to bend the type arms or scratch the characters.*

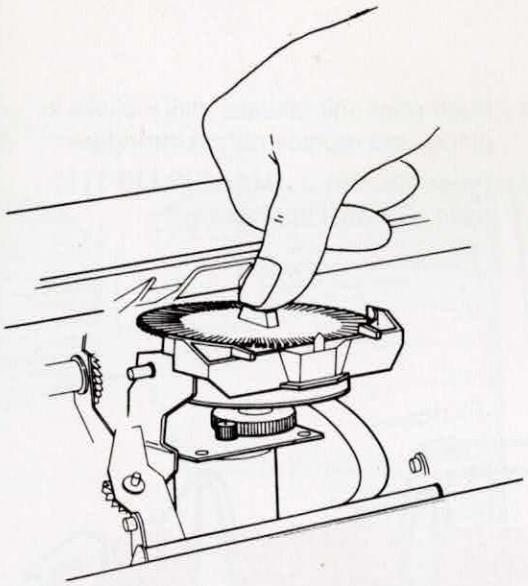
- **To remove print wheel**

**1** - Press **[CODE]** + **[MARGIN LEFT].** The print unit and keyboard will lock.

**2** - Lift cover and remove ribbon cartridge.

**3** - Gently pull print unit toward you.

**4** - Pull up on center post to remove print wheel.

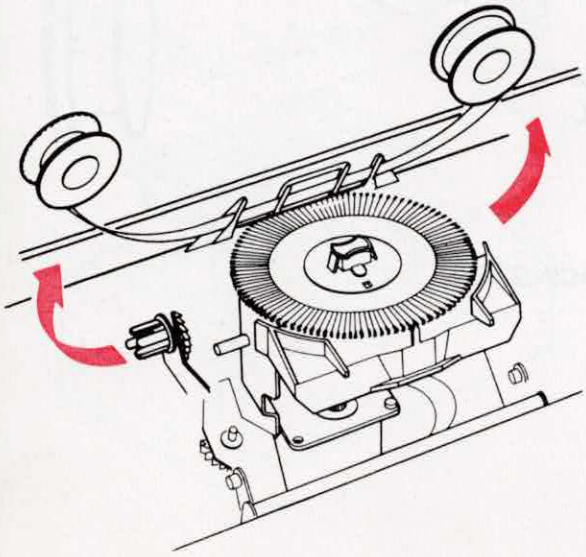


- **To insert print wheel**

1 - Insert new print wheel with white arrow pointing toward you. Press gently on center post to make sure it is seated firmly.

2 - Push print unit forward until it clicks in place, and replace ribbon cartridge.

3 - Press **[CODE]** + **[MARGIN LEFT]** to restore normal operation.



**Correcting Tape Replacement**

Two types of correcting tape are available, each color-coded to indicate its application.

- Lift-off tape (yellow): For use with correctable carbon ribbons.
- Cover-up tape (red): For use with standard carbon ribbons.

- **To remove used correcting tape**

1 - Press **[CODE]** + **[MARGIN LEFT].** The print unit and keyboard will lock.

2 - Lift cover and remove ribbon cartridge.

3 - Pull print unit toward you.

4 - Remove and discard both spools of used tape.

# Maintenance and Parts Installation Continued

**• To insert new correcting tape**

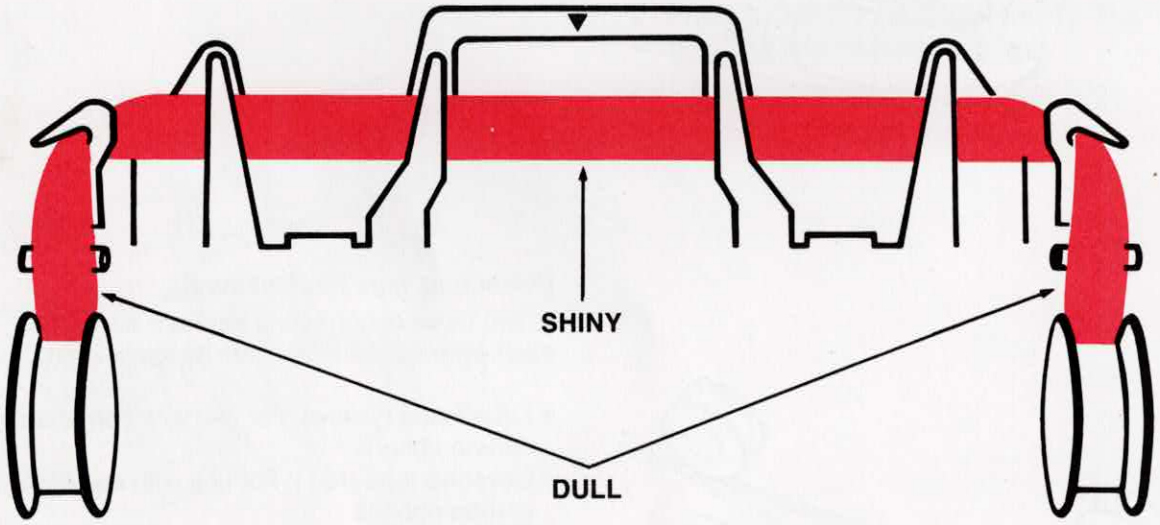
**1** - Insert full spool on right-hand post.

**2** - Unwind enough tape to feed through right and left tape guides and platen guides.

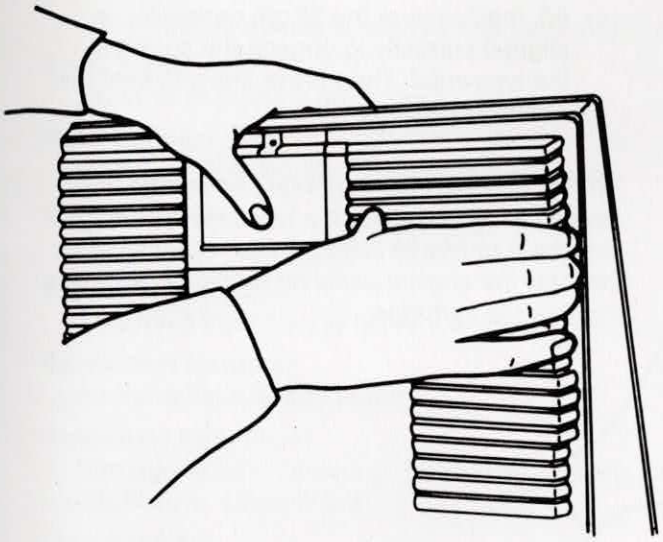
**3** - Push empty spool onto left-hand post with ridged side facing out, then wind spool on left to take up slack.

**4** - Push print unit forward until it clicks in place, and replace ribbon cartridge.

**5** - Press **[CODE]** + **[MARGIN LEFT]** to restore normal operation.

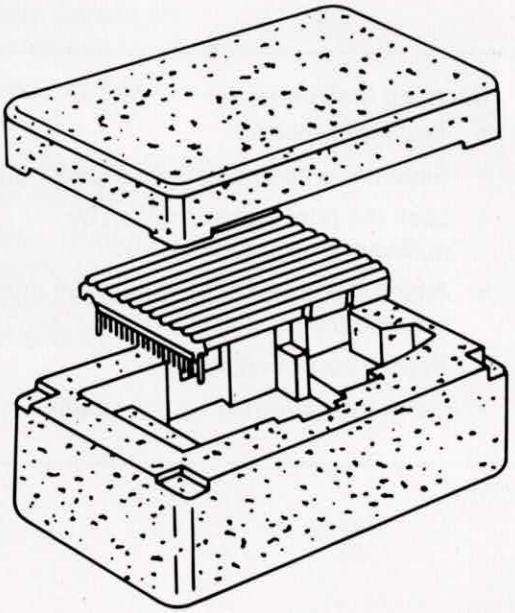



**SURFACES FACING YOU**



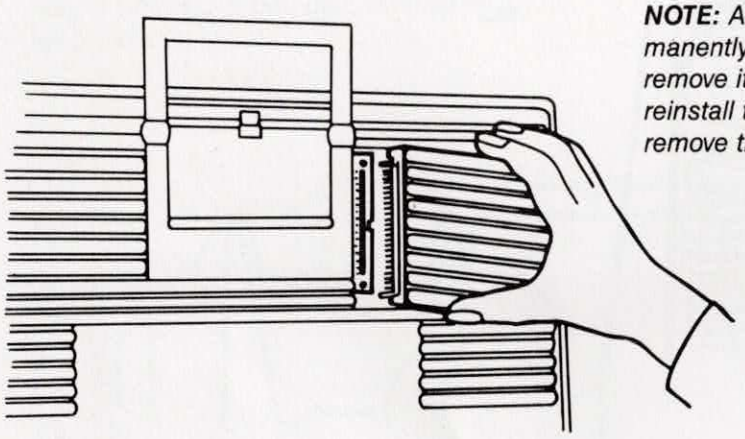
**Memory Cartridge Installation**

**1 -** Turn off the typewriter and rest it handle up on a flat surface. Lift off the removable panel on the underside of the typewriter as shown, by firmly pressing inward on outer right edge of panel approximately 2″ from top.



**2 -** Remove the cartridge from its container.

# Maintenance and Parts Installation Continued



3 - Position the cartridge in the space provided, making sure the 28-pin connector is aligned correctly to engage the socket in the typewriter. Then press firmly to seat the cartridge properly.

***NOTE:*** *Although the cartridge can remain permanently connected to the typewriter you can remove it simply by pulling it free. You should reinstall the original panel for protection if you remove the cartridge.*

**Carrying Instructions**

- Turn typewriter off.
- Slide the print unit to the extreme right.
- Lock the print unit in position by pulling the lever towards you.
- Attach the power cord to the print unit rod with the plastic clip.
- Set the cover in place.
- Carry the typewriter by the handle.



# Techn

**Print Wh**
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**Print Spe**
Up to

**Print Pitc**
10 (pic

**Display S**
16-cha

**Error Co**
Electro

**Correctio**
80-cha

**Automati**
Carriag
justifica

**Line Spa**
1, 11/2,

**Ribbon C**
Correc

**Correctio**
Lift-off

**Power Re**
115 VA

**Approx. D**
Depth:
Width:
Height:

# Technical Specifications

**Print Wheel:**
100-character standard U.S.; 96-character ASCII optional

**Print Speed:**
Up to 10 characters per second

**Print Pitches:**
10 (pica), 12 (elite), or 15 characters per inch

**Display Screen:**
16-character liquid crystal display

**Error Correction:**
Electronic from display screen, automatic or manual with lift-off tape

**Correction Memory:**
80-character memory buffer

**Automatic Functions:**
Carriage return, Centering, Flush-right printing, Line indent, Paragraph indent, Text justification, Underlining

**Line Spacing:**
1, 11/2, or 2 lines

**Ribbon Cartridge:**
Correctable Carbon

**Correction Tape:**
Lift-off

**Power Requirements:**
115 VAC, 60 Hz

**Approx. Dimensions:**
Depth: 14 in.
Width: 17 in.
Height: 5 in.

# AT&T Limited Warranty

**What is covered:**

Any defect in material and workmanship.

**For how long:**

One year for parts; 90 days for labor.

**What we will do:**

If your AT&T product is defective and returned within 90 days of the date it was purchased, we will repair it or, at our option, replace it at no charge to you.

If returned after 90 days but within one year of the date of purchase, we will repair your AT&T product and charge you for the labor involved. There will be no charge for parts.

If we repair your AT&T product, we may use new or reconditioned replacement parts. If we choose to replace your AT&T product, we may replace it with a new or reconditioned one of the same design and color.

Repair or replacement of your AT&T product at an authorized service location is your exclusive remedy.

**What we ask you to do:**

To get warranty service for your AT&T product, you must provide proof of the date of purchase. Call our Service Center toll-free at 1-800-222-3111 for the address of your closest authorized service location. If you ship your AT&T product to the authorized service location, you must prepay all shipping costs. We suggest that you retain your original packing material in the event you need to ship your AT&T product. When sending your AT&T product to a service location, include your name, address, phone number, proof of purchase, and a description of the operating problem. After repairing or replacing your AT&T product, we will ship it to your home or place of business at no cost to you.

**What this warranty does not cover:**

This warranty does not cover defects resulting from accidents, alterations, unauthorized repair, failure to follow instructions, misuse, fire, flood, and acts of God. Nor does this warranty cover any consumable items such as ribbons, correction tapes or printwheels. If your AT&T product is not covered by our warranty, call our Service Center toll-free for information about having your product repaired. We, at our option, may replace, rather than repair, your AT&T product with a new or reconditioned product of equivalent value but not necessarily of the same design and color.

**Implied warranties, including those of fitness for a particular purpose and merchantability (an unwritten warranty that the product is fit for ordinary use), are limited to one year from date of purchase. This warranty is the only one we give on your AT&T product, and it sets forth all our responsibilities regarding your AT&T product. There are no other express warranties.**

**We will not pay for loss of time, inconvenience, loss of use of your AT&T product, or property damage caused by your AT&T product or its failure to work, or any other incidental or consequential damages.**

**State Law Rights:**

Some states do not allow limitations on how long an implied warranty lasts, or the exclusion or limitation of incidental or consequential damages, so the above exclusions or limitations may not apply to you.

This warranty gives you specific legal rights, and you may also have other rights which vary from state to state.



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# F.C.C. Information

This equipment generates and uses radio frequency energy and if not installed and used properly, that is, in strict accordance with the manufacturer's instructions, may cause interference to radio and television reception. It has been type tested and found to comply with the limits for a Class B computing device in accordance with the specifications in Subpart J of Part 15 of FCC Rules, which are designed to provide reasonable protection against such interference in a residential installation. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause interference to radio or television reception, which can be determined by turning the equipment off and on, the user in encouraged to try to correct the interference by one or more of the following measures: Reorient the receiving antenna. Relocate the equipment with respect to the receiver.

Move the equipment away from the receiver. Plug the equipment into a different outlet so that equipment and receiver are on different branch circuits. If necessary, the user should consult the dealer or an experienced radio/television technician for additional suggestions.

AT&T does not warrant this product to be compatible with any particular computer hardware of software.

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Accented

Back spa
Bail rod,
Bell posit
Bell zone

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Centering
Cleaning
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Column r
Columns
Composit
Correctin
Correctio

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Deleting t
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  service
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# Quic

**Selecto**

**Pitch**
10 = 1
12 = 1
15 = 1

**Mode**
DP/A =
right m
DP/R
right m
TPWR
right m

**Keyboar**
KB1 =
KB2 =
symbo

**Line Fee**
1 = Si
2 = 1½
3 = D

**Paper ar**

**[RETURI**
Moves
advanc

**[SPACE**
Moves
space

**[BACKSP**
Moves
one sp

**[TAB]**
Moves

**[RETURN**
**[MARGIN**
Automa
1 inch

# Quick Reference

## Selector Switches

**Pitch**
10 = 10 character per inch (pica)
12 = 12 characters per inch (elite)
15 = 15 characters per inch ..... 11

**Mode**
DP/A = Display screen on; normal right margin
DP/R = Display screen on; straight right margin
TPWR = Display screen off; normal right margin ..... 12

**Keyboard**
KB1 = Standard characters and symbols
KB2 = Supplementary characters and symbols ..... 11

**Line Feed**
1 = Single line spacing
2 = 1½ line spacing
3 = Double line spacing ..... 11

## Paper and Print Unit Movement

**[RETURN]**
Moves print unit to left margin and advances paper to next line ..... 17

**[SPACE BAR]**
Moves print unit one space or inserts space on screen ..... 17

**[BACKSPACE]**
Moves print unit or scrolls screen back one space ..... 17

**[TAB]**
Moves print unit to next tab stop ..... 17

**[RETURN] + [MARGIN BYPASS]**
Automatic line indent; moves print unit 1 inch in from left margin ..... 20

**[CODE] + [MARGIN LEFT]**
Locks keyboard and print unit ..... 18

## Typing and Printing Functions

**[SHIFT]**
Hold to type an upper-case character ..... 17

**[LOCK]**
Press to type all upper-case characters .... 17

**[REPEAT]**
Repeats action of previously pressed key ..... 17

**[MARGIN BYPASS]**
Allows typing outside margins ..... 17

**[CODE] + [C]**
Centers text between margins or around points ..... 17

**[CODE] + [G]**
Aligns text at right margin ..... 17

**[CODE] + [X]**
Turns on and off underlining ..... 18

**[CODE] + [–]**
Overrides automatic carriage return to type a hyphen in the bell zone ..... 14

**[CODE] + [SPACE]**
Overrides automatic carriage return to continue typing in the bell zone ..... 14

**COMPOSITE CHARACTERS:**
[CODE] + **[Y]** = ¥
[CODE] + **[U]** = ÷
[CODE] + **[I]** = ¢
[CODE] + **[O]** = ø
[CODE] + **[P]** = ≠ ..... 18

# Quick Reference Continued

## Formatting Functions

**[MARGIN LEFT]**
Sets left margin to position of print unit ..... 19

**[MARGIN RIGHT]**
Sets right margin to position of print unit ..... 19

**[ |⇆ ]**
Sets temporary left margin for automatic paragraph indent ..... 20

**[CODE] + [ |⇆ ]**
Cancels temporary left margin ..... 20

**[CODE] + [MARGIN RIGHT]**
Sets bell at position of print unit ..... 19

**[TAB SET]**
Sets tab stop at position of print unit ..... 19

**[TAB CLEAR]**
Clears tab stop at position of print unit ..... 19

**[CODE] + [TAB SET]**
Sets vertical-line tab stop at position of print unit ..... 19

**[CODE] + [TAB], [<X], [TAB CLEAR]**
Clears vertical-line tab stop ..... 20

**[CODE] + [TAB]**
Moves print unit to next tab stop for decimal tabulation ..... 20

**[CODE] + [TAB CLEAR]**
Clears entire line format ..... 20

## Corrections

**[<X]**
Deletes characters or cancels commands ..... 15

**[ → ]**
Scrolls display screen forward ..... 15

## Text Editing

**[CODE] + [MARGIN BYPASS]**
Display main menu ..... 25

**[S]**
Check spelling while typing ..... 23

**[R]**
Check spelling while text editing ..... 25

**[M]**
Normal text editing ..... 25

**[N]**
Normal typewriter operation ..... 11, 22

**[1] - [9]**
Select memory area for text storage or retrieval ..... 25

**[TAB SET]**
ENTER: Enter text into memory ..... 26
MODIFY/PRINT: Change, reformat, or print stored text ..... 26

**[CODE] + [RETURN]**
Store text and exit memory area ..... 25

**[CODE] + [<X]**
Delete all text from memory area ..... 28

## Spell Checking

**[SPACE]**
Accept spelling of displayed word ..... 23

**[CODE] + [MARGIN RIGHT]**
Begin or stop listing similar words ..... 23

..... 15

..... 25

..... 23

..... 25

..... 25

.. 11, 22

..... 25

..... 26

..... 26

..... 25

..... 28

..... 23

..... 23

**[MARGIN RIGHT]**
Continue listing similar words ..... 23

**[CODE] + [A]**
Add word to user dictionary ..... 23

**[CODE] + [D]**
Delete word from user dictionary ..... 24

**[CODE] + [<X]**
Delete all words from user dictionary ..... 24

**[CODE] + [TAB CLEAR]**
Check spelling of stored text ..... 29

## Scroll and Search Commands

**[ → ]**
Move forward within text ..... 29

**[BACKSPACE]**
Move back within text ..... 29

**[CODE] + [T]**
Move to beginning of text ..... 29

**[CODE] + [B]**
Move to end of text ..... 29

**[MARGIN LEFT]**
Enter search key phrase ..... 30

**[MARGIN RIGHT]**
Search for key phrase ..... 30

## Formatting and Printing

**[CODE] + [F]**
Modify line format ..... 25

**[TAB CLEAR]**
Begin, interrupt, or resume printing ..... 29

**[CODE] + [RETURN]**
Exit printing mode ..... 29

## Stop Codes

**[CODE] + [S]**
Insert stop code in text ..... 31

## Display Messages

**OVF MEM**
Memory full; press **[<X]** to clear. ..... 26

**?**
Search key phrase not located. Press **[<X]** to clear. ..... 30

**Y?**
Appears after delete command. Press **[Y]** to delete; any other key to cancel ..... 28

**END**
List of similar words completed. Press **[CODE] + [MARGIN BYPASS]** to clear .... 23

Spelling check completed. Press **[<X]** to clear ..... 29

**M**
Battery dead. Press **[<X]** to clear and leave typewriter turned on for 5 hours to recharge battery ..... 26

# Service Return Form

Date of return _____

Your name _____

Your address _____
(Zip)

Purchase date _____

Purchase location _____

_____

(Attach proof of purchase)

Telephone number where you can be reached during the day

(  ) _____
Area Code

**Description of problem** _____

_____

_____

_____

_____

_____

_____

**For information**
**Call 1-800-222-3111**

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You have the option to lease our basic telephones. Also available for purchase are everything from basic telephones to cordless phones, answering systems, two-line phone systems, and more.

For more information on leasing and purchasing AT&T products and for information on the AT&T Phone Center nearest you, call 1-800-555-8111. To find out about your nearest local retailer carrying AT&T products, call 1-800-222-3111.

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